



DONALD L. WOLFE, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
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P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

March 30, 2006

IN REPLY PLEASE

REFER TO FILE: **PM-3**

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**BILL BLEVINS COUNTY PARK COMFORT STATION  
CATEGORICAL EXEMPTION - ADOPT AND ADVERTISE  
SPECS. 6694; C.P. 69482  
SUPERVISORIAL DISTRICT 4  
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND  
THE DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Find the project categorically exempt under the California Environmental Quality Act in accordance with Article 19, Section 15303 (d) and (e), and under the Environmental Document Reporting Procedures and Guidelines, Class 3 (a) and (b), adopted by your Board on November 17, 1987.
2. Approve the project total budget of \$535,000, and authorize the Director of Public Works to carry out the project.
3. Adopt plans and specifications for construction of the Bill Blevins County Park Comfort Station project at an estimated Construction Contract cost of \$350,000, and instruct the Executive Officer to advertise for bids to be received and opened on May 9, 2006, in accordance with the Instruction Sheet for Publishing Legal Advertisements (Enclosure B).

4. Authorize the Director of Public Works to execute a Consultant Services Agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule for a not-to-exceed fee of \$2,200 funded by existing project funds. Establish the effective date following Board approval.
5. Approve the Youth Employment Plan (Enclosure C).

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approving the recommended actions will allow Public Works to obtain bids for construction of the Bill Blevins County Park Comfort Station project.

The Bill Blevins County Park is a neighborhood park located in Rowland Heights. Park attendance is estimated at 26,000 visits per year, which supports the community's request for the restroom accommodations at the park.

This project consists of constructing a 600-square-foot comfort station building with multiple accommodations in the men's and women's toilet rooms. The project also includes providing metal bollards at the park entrance and three new light poles.

Due to the nature of the project, employing at-risk youth is not feasible.

The proposed Agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specification is required to successfully manage construction activities by both the contractor and the County. A responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, the Director may return to your Board to recommend that the bidder be determined nonresponsible and recommend awarding the Construction Contract to the next lowest bidder, contingent on that bidder completing a baseline schedule, which conforms to the County's specifications.

#### **Implementation of Strategic Plan Goals**

These actions meet the County Strategic Plan Goals of Fiscal Responsibility and Children and Families' Well-Being since the project is an investment in public infrastructure and will provide enhanced recreational opportunities to assure good health and social and emotional well-being in the unincorporated area of Rowland Heights.

### **FISCAL IMPACT/FINANCING**

Public Works' fair construction cost estimate for the base Construction Contract is \$350,000, without contingency.

The total cost of the project, including plans and specifications, plan check, construction, consultant services, and County services, is currently estimated at \$535,000. The Project Schedule and Budget Summary are included in Enclosure A.

The total project cost includes 1 percent of design and construction costs to be allocated to the Civic Art Special fund per your Board's Civic Art Policy adopted December 7, 2004.

The project is currently funded from the Safe Neighborhood Park Propositions of 1992 in the amount of \$160,000 and Park In-Leiu Fees (PPA #10) in the amount of \$375,000. Sufficient appropriation has been identified in the Fiscal Year 2005-06 Capital Projects Budget, C.P. 69482, to fund the project.

### **Operating Budget Impact**

The park is maintained by a contractor, and estimates for the contractor's increased costs are not currently available. Parks and Recreation is soliciting estimates from the contractor and will request the additional operating funds as part of Fiscal Year 2006-07 New Facilities Request. Parks and Recreation will work with the Chief Administrative Office to determine the appropriate level of operations and available funding.

Parks and Recreation anticipates that the increase in ongoing operating costs to maintain the new restrooms will be approximately \$23,000, based on a cost estimate using County staff to maintain the facility.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard Contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the Contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the Contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the Contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

Under the provisions of the County of Los Angeles Regional Park and Open Space District policy on employment of youth, the Youth Employment Minimum Obligation of the County of Los Angeles is \$15,739,750. The County of Los Angeles has met its Youth Employment Goal; however, Parks and Recreation continues to actively pursue employment opportunities for at-risk youth on all construction projects. The enclosed Youth Employment Plan (Enclosure C) identifies tasks that will be performed by at-risk youth on this project. In addition, the plans and specifications encourage the contractor to employ at-risk youth on this project.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed project has been reviewed and determined to be categorically exempt under CEQA in accordance with Article 19, Section 15303 (d) and (e), and under the Environmental Procedures and Guidelines, Class 3 (a) and (b), adopted by your Board on November 17, 1987. A Notice of Exemption will be filed with the Registrar-Recorder/County Clerk.

### **CONTRACTING PROCESS**

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Enclosure B). Following receipt of bids, we will return to your Board for Construction Contract award.

The Honorable Board of Supervisors  
March 30, 2006  
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The Stage Labor Code requires contractors to pay prevailing wage rates to all persons employed on Public Works Contracts.

As requested by your Board on February 3, 1998, this Contract opportunity will be listed on the Doing Business with Us website.

Participation by Community Business Enterprises (CBEs) in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The project specifications require the contractor to coordinate its construction schedule with the daily functions and activities of the park facility to minimize disruption of services and to maintain safe public access to the park area during construction.

### **CONCLUSION**

Please return one adopted copy of this letter to the CAO (Capital Projects Division) Parks and Recreation, and Public Works.

Respectfully submitted,

DONALD L. WOLFE  
Director of Public Works

DAVID E. JANSSEN  
Chief Administrative Officer

RUSS GUINEY  
Director of Parks and Recreation

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cc: Auditor-Controller  
County Counsel  
Office of Affirmative Action Compliance  
Department of Public Social Services (GAIN/GROW Program)

March 30, 2006

**ENCLOSURE A**

**BILL BLEVINS COUNTY PARK COMFORT STATION  
CATEGORICAL EXEMPTION - ADOPT AND ADVERTISE  
SPECS. 6694; C.P. 69482**

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>
Project Program	06/16/05*
Design	
Contract Execution	07/18/05*
Construction Document Submittal	12/20/05*
Jurisdictional Approval	04/11/06
Construction Bid and Award	06/28/06
Construction	
Substantial Completion	09/28/06
Acceptance	10/30/06

\* Indicates completed activity

## II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Land Acquisition	
Construction	
(a) Construction	\$ 350,000
(b) Change Orders (10 Percent)	<u>\$ 35,000</u>
Subtotal	\$ 385,000
Plans and Specifications	\$ 44,000
Consultant Services	\$ 5,000
Miscellaneous Expenditures	\$ 4,000
Jurisdictional Review and Plan Check	\$ 10,000
County Services	\$ 82,000
Civic Art Allocation	\$ 5,000
<b>TOTAL</b>	<b>\$ 535,000</b>

March 30, 2006

**ENCLOSURE B**

**BILL BLEVINS COUNTY PARK COMFORT STATION  
CATEGORICAL EXEMPTION - ADOPT AND ADVERTISE  
SPECS. 6694; C.P. 69482**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE  
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing, materials, labor, and equipment required to complete construction for the following work:

<b><u>SD</u></b>	<b><u>SPECS</u></b>	<b><u>PROJECT</u></b>	<b><u>BID DOC.</u> <u>FEE</u></b>	<b><u>DATE OF BID</u> <u>OPENING</u></b>
4	6694	Bill Blevins County Park Comfort Station 19500 East Windrose Drive Rowland Heights, CA 91748	\$25	May 9, 2006

Copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine Floor, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 2 p.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 2:15 p.m. on this date in Conference Room C, 900 South Fremont Avenue, 1st Floor, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess an A or B license classification at the time of bid submittal. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.



### **PREBID CONFERENCE**

The Public Works' Project Management Team will hold a prebid conference at 10 a.m. on April 25, 2006, in Conference Room C, 900 South Fremont Avenue, 1st Floor, Alhambra, California 91803, to provide information on the project, bidding process, and answer any questions that the potential bidders may have. For further directions, please contact Ron Beal with the Public Works' Project Management Team at (626) 458-2587.

### **OTHER INSTRUCTIONS**

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,  
dated April 11, 2006.

Specs. 6694

JOANNE STURGES, ACTING EXECUTIVE OFFICER  
CLERK OF THE BOARD  
OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF LOS ANGELES

March 30, 2006

**ENCLOSURE C**

**BILL BLEVINS COUNTY PARK COMFORT STATION  
CATEGORICAL EXEMPTION - ADOPT AND ADVERTISE  
SPECS. 6694; C.P. 69482**

**YOUTH EMPLOYMENT PLAN**

**Background:**

The Bill Blevins County Park is a small park located in Rowland Heights in a residential neighborhood. The park is well used, and the community has requested restroom accommodations. Due to this need, the County-prepared construction documents based on the recently built Ladera Park Comfort Station.

The Bill Blevins Park County Comfort Station project consists of constructing a 600-square-foot building with multiple accommodations in the men's and women's toilet rooms. The project also includes providing metal bollards at the park entrance and three new light poles.

**Task(s) that may be Performed by Youth:**

Due to the nature of the project, employing at-risk youth is not feasible.

**Estimated Cost of Youth Employment:**

N/A

**Method of Youth Employment:**

N/A

**Youth Employment Goal:**

Under the provisions of the County of Los Angeles Regional Park and Open Space District policy on employment of youth, the Youth Employment Minimum Obligation (YEMO) of the County of Los Angeles is \$15,739,750 (equal to 50 percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996). The County of Los Angeles has met its Youth Employment Goal; however, Parks and Recreation continues to actively pursue employment opportunities for youth on all construction projects. At-risk youth employment accomplished to date is as follows:

Enclosure C  
March 30, 2006  
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	<b><u>Accomplished</u></b>
Project Support	\$ 849,717
Maintenance	\$ 269,680
Other New Youth Employment (various parks and County programs)	<u>\$23,250,485</u>
Total At-Risk Youth Employment	\$24,381,153